



DRAFT AS OF January 19, 2022

710 Task Force Charter

PURPOSE AND GOALS OF THE TASK FORCE:

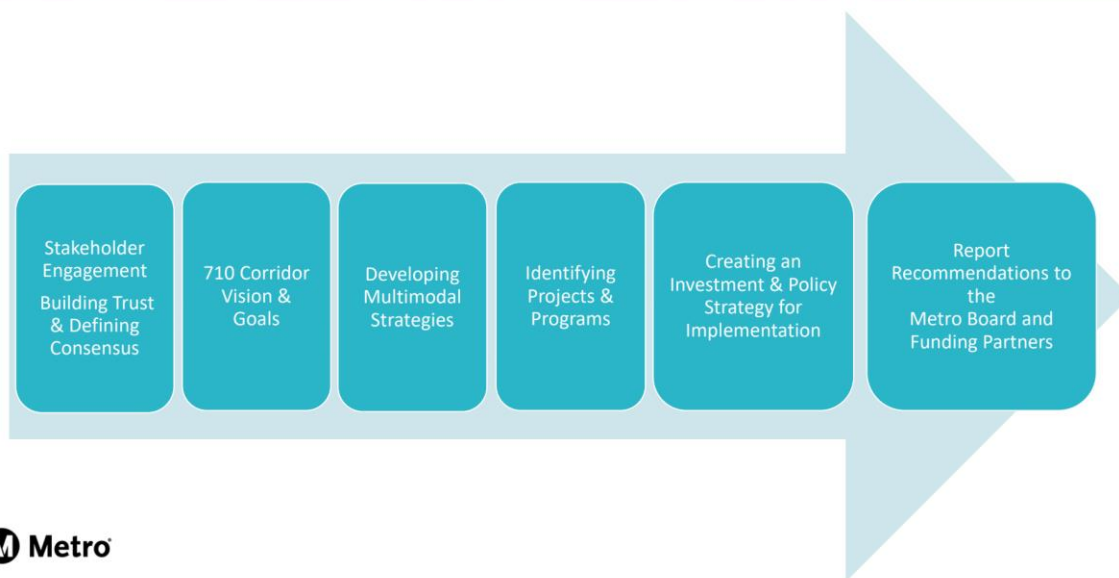
Metro’s goal is to develop a multimodal, multipurpose investment strategy for the I-710 Corridor that improves regional mobility and air quality while fostering economic vitality, social equity, environmental sustainability, and access to opportunity for LA County residents—especially those most impacted and living or working adjacent to the corridor. To accomplish this goal, Metro and Caltrans have established the I-710 South Corridor Task Force (710 Task Force), a group comprised of vital community and regional stakeholders, who will work together to re-evaluate the needs of the corridor, develop multimodal strategies to meet these needs, identify potential projects and programs in the short and long-term based on those strategies, and create a prioritized 710 Corridor Investment Plan (See Exhibit A) below.

To achieve this ultimate goal of creating a meaningful, re-envisioned 710 South Corridor Investment Plan, the Task Force will take a step back from the prior, now suspended I-710 South Corridor Improvement Project process to re-engage community stakeholders, build trust, and work together in a collaborative process that starts with identifying a shared set of vision and goals for the I-710 South Corridor, developing multimodal strategies to achieve these goals, prioritizing an array of projects and programs to advance the strategies and creating the Investment Plan that will help Metro and Caltrans implement these projects and programs by securing the necessary funding, legislation, policies and support to do so. Once completed this overall Investment Plan will be presented by the 710 Task Force to the Metro Board for consideration.



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Task Force Goals



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Exhibit A: Task Force Goals

710 Task Force Membership: The 710 Task Force will consist of up to 50 representatives from a broad and robust cross-section of communities, industries, public agencies, business, and labor organizations that are impacted by or dependent upon the movement of people and goods through the I-710 South Corridor.

The Task Force and all associated working groups and committees will be supported by a Project Team comprising Metro, Caltrans, and professional services staff. The Task Force representatives are identified and invited by the Project Team on behalf of Metro and Caltrans.

The roster for 710 Task Force members (lead and alternate delegates) and Project Team members can be found in Attachment A and Attachment B, respectively.

Duration and Time Commitment:

The 710 Task Force will convene on a monthly basis between September 2021 and December 2022, with additional meetings potentially required to complete the final report to be transmitted to the Metro Board.



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Additionally, Task Force members are encouraged to share their expertise by participating in Working Groups assembled to address important issues in support of the overall Task Force workplan.

Metro and Caltrans will convene the 710 Task Force on a quarterly to semi-annual basis following the presentation of the final Investment Plan report to the Metro Board to support the implementation and advocacy for the plan's projects and programs that are approved by the Metro Board.



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ORGANIZATION:

[Insert the Task Force Organization/Workflow chart here or at the bottom?]

The Charter establishes the **710 Task Force Steering Committee**.

- Purpose: The purpose of the Steering Committee (SC) is to work with Metro and Caltrans staff to plan Task Force meetings and to support the work of the Community Leadership Committee, Working Groups, and other Task Force activities.
- Composition: The SC will comprise five members, including two members from the Community Leadership Committee and three members from the Task Force. The three Task Force members will reflect the diversity of its stakeholders with one representative elected by the Task Force from each of the three groups of members:
 - Community-Based Organizations
 - Cities/Governmental Agencies
 - Goods Movement/Transportation/Labor/Business
- Officers: The three Task Force representatives will serve as co-chairs for the Task Force. The three Co-Chairs will alternate as Chair for each Task Force meeting as described below.
 - Chair: The Chair shall preside at all meetings of the 710 Task Force and shall exercise and perform the functions and duties as may be assigned by the Task Force and prescribed herein. In the absence of the Co-Chair scheduled to preside at a Steering Committee meeting, the next alternate will preside and/or can assist the Chair in this function as requested.
- Meetings: SC Meetings will occur two weeks before each Task Force meeting.

The Charter also establishes the **Community Leadership Committee**.

- Purpose: The purpose of the Community Leadership Committee (CLC) is to advise the Task Force throughout its process on proposals and recommendations. The CLC will review and advise on Task Force goals, proposals, and recommendations before they go to the 710 Task Force. The CLC will also help to ground truth data and findings and advise on community engagement strategies and efforts.
- Composition: TBD
- Officers: TBD



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- Meetings: The CLC will meet at least once a month and will be open to the public.

To support the work of the 710 Task Force, the charter also establishes that the Project Team, in consultation with the Steering Committee, will initiate **710 Task Force Working Groups**, as needed.

- Purpose: Research, analyze, and discuss specific issues to develop proposals and recommendations for consideration by the CLC and 710 Task Force.
- Membership: Working groups will draw from the Task Force members, CLC members, and additional stakeholders and experts as needed to advance the objectives of the working group. **Working groups are limited to up to 25 members.**
- Meetings: Working groups will meet on an as-needed basis.
- List of Initial Working Groups:
 - Community Engagement Strategy
 - Charter
 - Clean Truck Program

The 710 Task Force is facilitated by the **Project Team**, which include staff from Metro and Caltrans, and their consultant teams, as noted in Attachment B. The Project Team is responsible for preparing meeting materials, technical information, and other resources in support of the Task Force, the Steering Committee, the CLC and Working Groups.



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WORKPLAN:

To carry out the goals of the 710 Task Force, the Project Team has proposed a Workplan that is designed to support the Task Force’s work at each phase of the process, as found in the graphic below. The Task Force will work through the various topics identified by the Project Team and membership and seek consensus on each phase of the workplan before advancing to the next phase. **The consensus checkpoint process will be first developed by the Charter Working Group, with recommendations on the final format of this process to be presented to the Task Force for discussion, consideration, and adoption.**

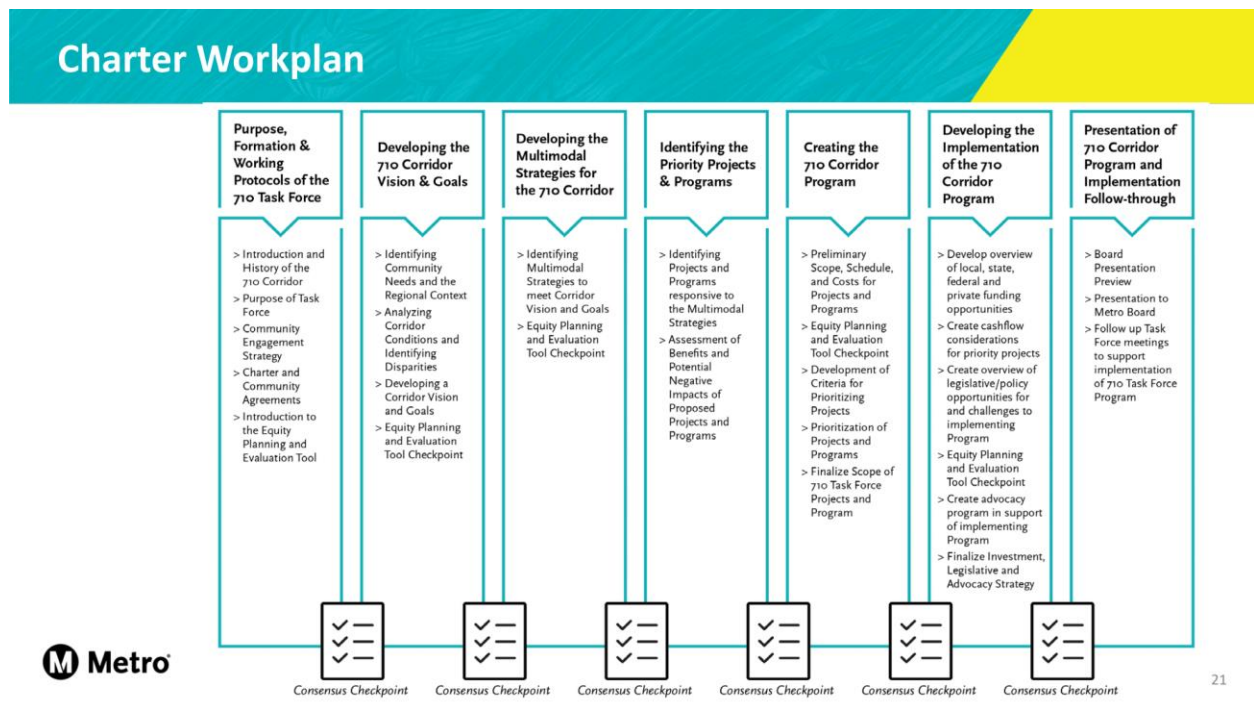


Exhibit D: Charter Workplan



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BUILDING CONSENSUS AND DECISION-MAKING:

The 710 Task Force will develop an agreed upon decision-making process to guide and affirm each step throughout the creation of the 710 Corridor Investment Plan to be delivered to the Metro Board. This process will first be evaluated by the Charter Working Group in Meeting #2 before recommendations are presented to the Task Force at Task Force Meeting #5 for discussion, consideration, and adoption.

Community Values and Agreements to Build Consensus: TBD - What are the values that all Task Force Members are asked to commit to when engaging in the consensus decision-making process?

- *Cooperation Between Equals* – Seeing all Task Force Members as equals in the process and as sharing power across different communities and stakeholder groups so there is a respectful and trusting atmosphere.
- *Exploration of Differences* – Exploring the different needs and perspectives of as many communities and stakeholders before forming a proposal.
- *Building Common Ground* – Creating space for open discussion and identification of information and ideas to be considered and find commonalities.
- *Identification of Inclusive and Actionable Win-Win Solutions* – Working together to find solutions that everyone actively supports, or at least does not actively oppose, and that can be implemented in the process or integrated into the recommendations for consideration by the Metro Board and Caltrans.



Consensus Decision-Making Steps: TBD - Which of the following steps from the above diagram make sense to include in our consensus process? Which don't make sense? Do we need any additional steps to facilitate having an inclusive and collaborative process?

Working Groups – Between Task Force Meetings, Members participate in smaller working groups to research and develop proposals related to a specific topic.

- Step 1. Working Group Proposal Development - A facilitated discussion in working group meetings to clarify the issue, surface questions and concerns, and develop a proposal that aligns with our values and can include:
 - Exploration of Differences - Opportunity to identify needs and opinions before developing alternatives.



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- Win-Win Ideas and Solutions – Working Group Members share ideas for solutions that address questions and concerns raised during discussion.
- Building Common Ground – Working Group Members contribute to developing a proposal that combines the most useful ideas and solutions while weeding out some of the options.
- Step 2. Testing for Consensus – Summarizing proposal and considerations that will be presented to the Task Force. See considerations below for process and thresholds.

Community Leadership Committee Discussion – After Working Groups have prepared a proposal for consideration by the Task Force, the Community Leadership Committee meets one week before the next Task Force Meeting to provide feedback. Metro and Caltrans staff, with support of the facilitation team, work with CLC members to summarize community feedback to share at the Task Force Meeting.

- Step not currently reflected in process diagram.

Task Force Discussion – At Task Force Meetings, Members hear report-backs or proposals from Working Groups and the Community Leadership Committee and collaboratively strengthen any proposals related to the specific topic after hearing public comment.

- Step 3. Working Group Presentation – Working Groups present to the Task Force to initiate the decision-making process in a public meeting.
- Step 4. Facilitated Discussion and Public Comment – A facilitated discussion to clarify the issue and proposal and surface questions and concerns from the Task Force Members and the Public:
 - Exploration of Differences – Task Force Members and the Public have an opportunity to identify additional needs and opinions before modifying the proposals.
 - Win-Win Ideas and Solutions – Task Force Members and the Public have an opportunity to share additional ideas or solutions.
- Step 5. Testing for Consensus – See considerations below for process and thresholds.
- Step 6. Modifications – Repeating any steps above to make the proposal even stronger.
 - Building Common Ground – Members of the Working Group presenting a proposal lead in combining the most useful ideas and solutions while weeding out some of the options.

Task Force Vote



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- Step 7. Formalizing a Task Force Decision – A facilitated vote and discussion about implementation of the decision made by the group, which can include but is not limited to:
 - Voting – See considerations below for process and thresholds.
 - Identification of Implementation Actions – Work out what needs to happen, by when, and by who.
 - Agreement to advance to the next phase of the Workplan.
 - Agreement to return a proposal for further refinement to the Working Groups.

Voting Process and Thresholds – TBD - As we advance towards formalizing a decision, what are the thresholds we should reach before advancing into the next step of the process?

- When do we need to test for consensus or to formally vote to formalize a decision? In Working Group meetings, in Task Force Meetings?
- How do we know we have reached consensus?
- Tools: Thumbs up / thumbs down, Zoom polls, degrees of agreement (e.g. from one to four to show level of support or opposition), other option?
- Threshold: Simple majority (50% +1), supermajority (66% or 70%), other option?



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PUBLIC ACCESSIBILITY

The 710 Task Force meetings will be open to the public. These meetings will be noticed at least two weeks in advance, with the agenda noticed at least a week in advance. The Project Team will strive to provide all materials (in a final draft form) at least one week in advance to be reviewed in advance of and discussed during these meetings to allow for the Task Force members and the public to have adequate time to review these materials. All materials, agendas and public notices made for 710 Task Force meetings will be posted on the Metro website at www.metro.net/projects/i-710-corridor/ in a timely manner.

Public comment is encouraged during 710 Task Force meetings and public engagement/listening sessions to be hosted in support of developing the 710 Corridor Investment Plan. The Project Team will seek to provide a meaningful public comment period during these meetings to capture input from community members and other stakeholders to be incorporated in the development of the plan.

The Project Team recognizes that there are a variety of languages spoken and used by communities within the 710 Corridor. In addition to English and Spanish, staff will also seek to translate meeting materials and documents and provide translation services in these additional languages (e.g., Tagalog, Khmer, Arabic) where possible.

The Project Team will also host meetings of the working groups, the Community Leadership Committee, and the Steering Committee throughout this project process. Not all these meetings will be public, but the summaries, outcomes and recommendations from these meetings will be presented at the next 710 Task Force meeting and made available to the public.

VOLUNTARY PARTICIPATION AND COMPENSATION:

Participation on the 710 Task Force and the Community Leadership Committee (CLC) is voluntary. 710 Task Force and CLC membership will be eligible for compensation, consistent with Metro's Advisory Body Compensation Policy (ABCP) for advisory body involvement from members of the public. The compensation tier of this advisory body is Advise and Collaborate at the compensation rate of \$200 per meeting for regular advisory body members and \$175 per meeting for alternates. The compensation rate for subcommittee (working group and steering committee) meetings is \$50 meeting. The maximum compensation eligible advisory body members are able to receive is \$5,500 for regular members and \$4,900 for alternates per fiscal year which is identified as July through June for Metro. Compensation payments will be handled in a manner consistent with existing Metro accounting practices. For members that opt-in but are unable to receive compensation for any of the reasons specified in the ABCP,



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Metro staff will coordinate with members and the Office of Equity & Race to determine alternative options.

The ABCP excludes Metro employees and any public agency, Councils of Governments, or elected office staff who serve on advisory bodies as part of their professional role. Members who 1) work for a contractor or organization holding an active contract with Metro and 2) participate or are listed in the contract activities, while serving on an advisory body are not eligible for compensation for the duration of the contract. This applies to all contractors, including non-profit organizations and community-based organizations. Once no longer under contract with Metro, an advisory body member may receive compensation. Advisory body members are independent, and no language in this Charter shall be construed to create the relationship of agent or employee, as between an advisory body member and Metro. **The term of the 710 Task Force and CLC and its membership shall be from September 2021 and March 2021, respectively, until December 2022.**

DESIRED END RESULT:

Through a consensus-driven process that identifies and promotes the needs of local, impacted 710 Corridor communities, the 710 Task Force will develop a final report—the I-710 South Corridor Investment Plan— for review and consideration by the Metro Board, containing recommendations for a series of multimodal projects and programs to be implemented within and in support of the 710 Corridor vision and goals established by the Task Force.

DELIVERABLES:

Final report to the Metro Board
Investment Plan for the I-710 South Corridor
Implementation Plan
Advocacy and Legislative Plan
Materials for Metro Board presentation



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ATTACHMENT A: 710 Task Force Roster

	AGENCY	LEAD	ALTERNATE
1	Access Services, Inc.	Randy Johnson	
2	Alameda Corridor Transportation Authority (ACTA)	Michael Leue	Maria Melendres / Manny Hernandez
3	BREATHE LA County	Raj Dhillon	
4	Burlington Northern Santa Fe (BNSF) Railway	Lena Kent	
5	California Air Resources Board (CARB)	Richard Krieger	
6	California Endowment	Gisele Fong	
7	CalStart	Alicia Gilde	Niki Okuk
8	City of Bell (Gateway COG Ad Hoc Committee)	Councilmember Ali Saleh	
9	City of Commerce (Gateway COG Ad Hoc Committee)	Mayor Pro Tem Oralia Rebollo	
10	City of Cudahy (Gateway COG Ad Hoc Committee)	Vice Mayor Elizabeth Alcantar	
11	City of Long Beach	Councilmember Suely Saro	
12	City of Los Angeles	Dan Rodman	
13	Coalition for Clean Air	Chris Chavez	
14	Communities for a Better Environment	Jennifer Ganata & Dilia Ortega (co-leads)	
15	County of Los Angeles, Supervisorial District 1	Martin Reyes	Aydin Pasebani
16	County of Los Angeles, Supervisorial District 2	Lilly O'Brien-Kovari	
17	County of Los Angeles, Supervisorial District 4	Luke Klipp	
18	Cal State University, Long Beach / CITT	Dr. Tom O'Brien	
19	Earthjustice	Fernando Gaytan	
20	East Yard Communities for Environmental Justice	Taylor Thomas	Laura Cortez
21	Gateway Cities Council of Governments (COG)	Nancy Pfeffer	Marisa Perez
22	Harbor Trucking Association	Matt Schrap	Robert Loya
23	International Brotherhood of Teamsters, Local Union 848	Eric Tate	
24	International Longshoremen Workers Union	TBD	
25	LA County Business Federation (BizFed)	Chris Wilson	
26	LA County Department of Public Works	Dave MacGregor	Elaine Kunitake/Edel Vizcarra
27	LA County Economic Development Corporation	Stephen Cheung	
28	LA Customs Broker & Freight Forwarders Association	Dan Monnier & Dan Meylor (co-leads)	
29	LA Unified School District	Fidencio Gallardo	
30	Legal Aid Foundation of LA-Long Beach	Angela M. Turner	
31	Long Beach Alliance for Children with Asthma	Sylvia Betancourt	Marlin Dawoodjee Vargas
32	Long Beach Residents Empowered	Leanna Noble	
33	Long Beach Transit	TBD	
34	METRANS Transportation Consortium	Dr. Genevieve Giuliano	
35	Metrolink (Southern California Regional Rail Authority)	Roderick Diaz	David Huang
36	National Resources Defense Council (NRDC)	Natalia Ospina	Alec Cronin
37	Pacific Merchant Shipping Association (PMSA)	Michele Grubbs	Thomas Jelenic
38	Port of Long Beach	Comm. Sharon Weissman	Theresa Dau-Ngo
39	Port of Los Angeles	Kerry Cartwright	Tony Gioello
40	South Coast Air Quality Management District (AQMD)	Dr. Matt Miyasato	Dr. Sarah Rees
41	Southeast Los Angeles (SELA) Collaborative	Dr. Wilma Franco	Justin Pivaral
42	Southern California Association of Governments (SCAG)	Kome Ajise	Darin Chidsey / Annie Nam
43	Total Transportation Services, Inc. (TTSI)	Vic La Rosa	Tony Williamson
44	Union Pacific (UP) Railroad	Lupe Valdez	
45	US Environmental Protection Agency (EPA)	Morgan Capilla	
46	USC Equity Research Institute (ERI)	Edward Muna	Dr. Manuel Pastor
47	Watson Land Company	Matthew Means	



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ATTACHMENT B: Project Team Roster

LA Metro	Caltrans District 7	Professional Services
Michael Cano (<i>Point of Contact</i>)	Gloria Roberts (<i>Point of Contact</i>)	Arellano Associates (Susan DeSantis, Melissa Holguin, Nancy Verduzco)
Laurie Lombardi	Jeffrey Newman	AECOM (Dave Levinson, Julie Rush)
KeAndra Cylear Dodds	Paul Marquez	HERE LA
Ernesto Chaves	Ron Kosinski	Morales + Partners (Erika Morales)
Mark Dierking		
Jessica Medina		
Maya Pogoda		